



Telecommunication Manager

City of Miami Gardens, FL. (109,700)

Posted Date: 09/25/2014

Deadline: 10/09/2014, or until filled.

Starting Salary: \$25.29 per hour to \$30.01 per hour/DOQ

Nature of Work:

This is a non-sworn, full-time, exempt position involving responsible administrative and supervisory work in the Communications Center of the Miami gardens Police Department. Supervision is exercised over a large staff through subordinate supervisors and one-on-one supervision.

The Telecommunications Manager is under general direction of the Support Services Major or their designee and will supervise and coordinate the activities of telecommunications supervisors and personnel. The manager will also receive requests for police services and promptly dispatch personnel and equipment in response to emergency calls or provide requested information. Duties will include the operation of the police radio system, radio and recorders, computer terminals, and the periodic testing of communications equipment. Considerable leeway is granted for independent initiative and judgment. The principal duties of the position are performed in a general office environment.

Minimum Requirements:

Graduation from an accredited high school or vocational school or GED, supplemented by college level coursework with emphasis in Business Administration, Public Administration, Criminology, Criminal Justice, or closely related field; Bachelor's degree is desirable. Must have a minimum of five (5) years supervisor level experience in a police and/or fire telecommunications center. Must possess the Florida Department of Health Certification for Emergency dispatching. Must currently possess and maintain, throughout employment, a valid Florida driver's license with a satisfactory driving record. Must be able to successfully complete all required training including National Incident Management System (NIMS) training.

Applicants qualifying for employment will be subject to a polygraph examination and an extensive background screening.

Please send Resume & Official City Application Form to:

**Human Resources Department, City of Miami Gardens
18605 NW 27th Avenue
Miami Gardens, FL 33056
Fax: (305) 474-1286
www.miamigardens-fl.gov
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